

# BINDING SITE IMPROVEMENT PLAN

Permit Type: Land Division  
Permit Subtypes: BSIP

City of Tukwila - Permit Center  
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[www.tukwilawa.gov/departments/permit-center/](http://www.tukwilawa.gov/departments/permit-center/)



A **Binding Site Improvement Plan (BSIP)** allows land under single ownership to be divided for sale or lease within an integrated commercial or industrial center. It permits modifications to zoning standards (e.g., parking, setbacks, lot dimensions) as long as the overall site meets requirements. BSIPs also support alternative ownership models, including condominiums, and enable phased infrastructure improvements for large developments. A BSIP application may be submitted for any land zoned multi-family, commercial, or industrial, consistent with the Tukwila Municipal Code.

## Applicable Regulations:

- [Tukwila Municipal Code](#)

## Resources:

- [City Maps](#)
- [Land Use Permit Portal](#)

## SUBMITTAL CHECKLIST – REQUIRED FOR ALL PERMITS

A PDF of each document is required at time of submittal. Please label files as listed below:

CHECKLIST	FILE NAME	DESCRIPTION
DOCUMENTS		
	<b>Affidavit</b>	Completed and notarized ' <a href="#">Affidavit of Ownership and Hold Harmless Permission to Enter Property</a> '.
	<b>Criteria Response</b>	Detailed demonstration that the application meets all applicable criteria outlined below.
PLAN SETS		
	<b>Plan Set</b>	Refer to the <a href="#">Land Use Application Plan Set Guide</a> for preparing plans.

## SUBMITTAL CHECKLIST – REQUIRED FOR ALL PERMITS

Prior to the approval of any BSIP, the Short Subdivision Committee shall ensure that the following decision criteria are met:

### General Requirements

- Adequate water supply.
- Adequate sewage disposal.
- Appropriate storm drainage improvements.
- Adequate fire hydrants.
- Proper access to all anticipated uses within the plan.
- Provision for all necessary deeds, dedications, and/or easements.
- Monumentation of all exterior tract corners.

### 1. Legal Lots

- Residential BSIPs must consist of one or more contiguous, legally created lots, each meeting the minimum dimensional requirements of the applicable zone or overlay district.
- For commercial, industrial, or mixed-use developments, lots must either meet the minimum dimensional requirements of the zoning district or qualify as an "integrated site" under TMC 18.06. The integrated site, when considered as a whole (excluding interior lot lines), must comply with all applicable zoning and subdivision requirements.

# BOUNDARY LINE ADJUSTMENTS

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## 2. Shared Facilities

Appropriate easements and maintenance agreements must be provided for shared facilities, including but not limited to circulation, parking, utilities, and landscaping.

## 3. Modifications to Zoning Standards

Modifications to zoning standards for individual lots within an integrated site—including setbacks, parking, landscaping, lot area, and lot dimensions—are permitted if they:

- Do not negatively impact public health, safety, or welfare.
- Do not adversely affect the rest of the integrated site or nearby properties.
- Do not impede planned streets, trails, or pedestrian networks.

## 4. Common Improvements

Common improvements required to serve any phase of development must be sufficient to meet zoning and subdivision requirements for that phase.

## 5. Site Access

- Access to the integrated site must comply with subdivision ordinance standards.
- Internal site access must provide safe and efficient circulation and meet Fire Department access requirements.

## 6. Pedestrian Circulation

The circulation system must include provisions for safe pedestrian access from the street to the site and between buildings within the site.

## 7. Signage Regulations

Sign regulations apply to the integrated site as a whole. For example, the number of freestanding signs allowed is based on the entire BSIP, rather than on individual ownerships within the site.

## 8. Building Code Compliance

The BSIP must comply with the Washington State Building Code.

## 9. Future Development

The BSIP must include provisions ensuring that any future development on the site complies with the approved and recorded BSIP.

## 10. Dedication Statement

If land is required or proposed for dedication, the applicant must include a dedication statement and acknowledgment on the BSIP.

## 11. Additional Approval Criteria for Condominium Developments

Condominium developments are eligible for BSIP approval if the purpose is to divide the property under RCW Chapter 64.32 or 64.34. A BSIP may only be approved if:

- The development has already been constructed, or
- Necessary approvals have been obtained and a building permit has been issued for the entire development or a portion of it.

# BOUNDARY LINE ADJUSTMENTS

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## 12. Additional Approval Criteria for Phased Developments

If an applicant proposes a phased development, they must enter into a development agreement with the City pursuant to RCW 36.70B.170, unless one is already in place. The agreement must address, at a minimum:

- a. Vesting of subsequent permits.
- b. The process for phased development to ensure roads and utilities are constructed before each phase.
- c. Expiration terms of the agreement.

## 13. Consistency with Master Plans

The BSIP must be consistent with any City-approved master plans and development agreements.

## **BSIP REGULATIONS AND REVIEW PROCEDURES**

### **Decision Process**

- Applications for BSIPs shall be processed as Type 2 decisions, subject to the provisions of TMC 18.104.

### **Preliminary Applications**

- A. Application Requirements: Preliminary BSIP applications must meet permit submittal requirements in TMC 18.104.060.
- B. Review Procedures: Applications are reviewed as prescribed in TMC 17.12.030(B) for preliminary short subdivisions.

### **Expiration of Preliminary Approval**

- Preliminary approval expires three years after issuance unless recorded. A single one-year extension may be granted upon written request before expiration.
- If conditions are met, the Director may grant a 180-day extension for final processing and recording.

### **Improvements**

- Streets, curbs, sidewalks, utilities, signage, and related appurtenances must be completed per City standards or bonded if phased. A separate construction permit and engineering plans are required.
- Phasing: Improvements may be required before issuing permits for specific buildings, phases, or per an approved phasing plan or development agreement.

### **Final Approval Review:**

- The Short Subdivision Committee grants final approval when survey and documents align with preliminary approval. No formal meeting is required if Committee members provide consent.
- The applicant must record the BSIP and all relevant documents with the King County Department of Executive Services and provide copies to the City.
- Binding Effect: Approved BSIPs are legally enforceable on purchasers and leaseholders.

For full details, refer to Chapter 17.16 of the Tukwila Municipal Code. Contact the City of Tukwila Planning Division for questions or application assistance.